Mail Rules For Pop Users

Office 365 for Pop users behaves in a similar way to our Original Endymion server, quite unlike Outlook.com. Some users may therefore wish to customise as follows:

One problem is that Office 365 does not save a copy of client sent mail to the Sent Items folder. A solution to this is to create a rule that mail received by the Inbox folder with your name in the cc box be moved to the Sent Items folder, then stop processing rules. For this to work you need to add yourself to the cc box of outgoing mail, or setup an automatic rule in your client to do this.

Another facility no longer provided by Office 365, is a Pop folder for client deleted mail. While you can always leave a copy at the server Inbox, this means any portable device will then download all the mail to what may be a limited storage. A solution to this is to create a second mail rule in Office 365 that copies all other Inbox mail to the Deleted Items or Pop folder. If the client is then set to delete mail from the server, the copy remains and a portable device will only download new and recent mail.

LW Apr 2015